

**KEIZER RURAL FIRE PROTECTION DISTRICT
661 CHEMAWA ROAD NE
KEIZER, OREGON**

REGULAR BOARD MEETING

April 16, 2019

Call to Order – President Chet Patterson called the meeting to order at 7:00 p.m. Directors present included: Betty Hart, Joe Van Meter, Ron Christopher and Greg Ego.

Pledge of Allegiance

Roll Call – Those present at the Board meeting included: Fire Chief Jeff Cowan, Division Chiefs Brian Butler, Hector Blanco and Ryan Russell, DFM Anne Marie Storms, Union President Mike Jensen, FF Amber Ashlock, KVFA President Taylor Russell, Volunteer FF Cameron Whitney, Budget Committee Members Bill Quinn, Elliot Groeneveld, Colleen Busch, Kelly Walther, Dave Bauer, Nathan Bauer

Minutes – Ron Christopher made a motion to approve the Minutes of March 19, 2019. Greg Ego seconded the motion. The motion carried unanimously.

Correspondence – None.

Guest Input – None

Introductions- Chief Cowan introduced new Firefighter/Paramedic Amber Ashlock.

Organizational Input

IAFF Local 3881 – None.

KVFA –None.

Old Business- None.

Reports

Financial Report – Betty Hart provided a brief overview of the financial report. We are 75% of the way through the budget. Ambulance revenue was received at \$164,000. It's possible we may not make the 1.7 million. We are averaging receiving \$160,000 per month. We are ahead in property taxes and have collected 98%, and are at 156% for previously levied taxes. Betty asked if we still have conflagration billing out for this year. Chief Butler stated that we have one outstanding bill and don't expect to receive it this fiscal year. Overtime was less than \$25,000, which is normal. Some line items look like they are over, but they are relatively small amounts of money. Overall Personnel Services is at 66% and Materials and Services are at 54%. We made some quarterly and annual payments this month. Lyn stated there were some posting errors on the ambulance revenue and have been corrected. She presented the updated report for ambulance revenue. Joe Van Meter made a motion to accept the financial report as presented. Ron Christopher seconded the motion. The motion carried unanimously.

Board Member Reports – Chet Patterson stated that the Keizer Fire Foundation had applied for a grant with Firehouse Subs and were informed they did not receive the grant. They are still pursuing other grants. They are also looking into having the ability to receive donations on their website. Joe asked if we can apply for the Firehouse Subs grant again. Chet stated yes we can, but Firehouse Subs stated they will not let you know why you didn't receive it.

Chief/Staff Reports – Chief Cowan stated he met with Dan, the hero from the Rainbow Park fire, about receiving an award. He stated May might be too soon. We are looking to award the whole family in the June Meeting.

New Business

Reimbursement of Medical Expenses to SDIS- Nathan Bauer, with R. Bauer Insurance, presented information on the workers compensation MERP (Medical Expense Reimbursement Plan) payment option. It allows us to buy back certain non-disabled claims that we paid for. It's all optional. It would help our experience MOD by .1%. He stated the top three claims will be falling off our record this year. He stated to bottom five claims are the ones the board needs to decide if they are going to reimburse SDIS for them. Betty stated the document from SDIS states that we are not guaranteed to get a positive experience. Nathan stated that they do an experience modification calculator and do the best of their ability to figure out what that MOD will be. Nathan stated that there were no guarantees due to the unpredictability if there will be more workers compensation claims this year. Greg Ego asked if he thought if we bought back the five claims for \$5900 is recoverable. Nathan stated yes, and it's their recommendation to buy back the five claims. Greg Ego made a motion to buy back five claims for \$5893.36. Joe Van Meter seconded the motion. The motion passed unanimously.

Review of Policy 4.05 Administration Organizational Chart- Chief Cowan stated that he and Chief Butler updated the policy and administration organizational chart. It's a part of the succession plan. If the Chief is gone on a weekend or evening, then the Duty Chief is in charge. If the Chief leaves, the board would appoint an acting chief, preferably a duty chief, then come up with a long term plan. We also added Civil Service Committee and Budget Committee to the organizational chart.

Other Business – None

Good of the Order – Betty started a discussion on which financial pieces the board looks at. Joe and Greg like getting all the forms. Betty Hart stated she would like to see a balance sheet included. After discussion, they decided to have Lyn will include the balance sheet as a separate document in the next board packet, then they will decide if it will be included in the financials in the future.

The meeting was adjourned at 7:38 pm and ORS 192.660 (1)(i), Fire Chief Evaluation for the record.

The regular board meeting was called back to order at 8:23 pm by President Chet Patterson.

President Chet Patterson reported that Chief Cowan received an above average evaluation and had new goals for next year.

Pay Bills – Greg Ego made a motion to pay the normal monthly bills. Joe Van Meter seconded the motion. The motion carried unanimously.

Adjourn – President Chet Patterson declared the meeting adjourned at 8:24 pm.

Respectfully submitted,



Greg Ego
Secretary